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13 September 1951

MEMORANDUM FOR: JOINT TRAINING COMMITTEE

SUBJECT: Hazardous Duty Pay for CIA Civilians

1. PROBLEM

Is it desirable and, if so, how can it be accomplished to set up a hazardous pay arrangement for CIA civilians participating in federally recognized hazardous duty, such as parachute jump training. (This paper involves the parachute jump phase only).

2. FACTS

a. The military services authorize additional pay for hazardous duties involving submarine activities, parachute jump activities, etc.

b. The services have an arrangement whereby upon successful completion of five jumps officer personnel receive additional pay at the rate of \$100.00 per month and enlisted personnel at the rate of \$50.00 per month.

c. The services grant hazardous pay for parachute work upon completion of the fifth jump which then automatically qualifies the individual for back-pay for the month preceding that jump, for the current month, and the succeeding month, thus qualifying him for the first calendar quarter. Thereafter he qualifies by making one jump per calendar quarter; in other words minimum jump requirements make the rate of pay thereafter for an officer equivalent to \$300.00 per jump.

d. The civilian CIA employee undergoing the same type of instruction intermingled with military personnel undergoing instruction concurrently and within the same group receives no additional pay.

e. The CIA basic trainee is employed as a GS-5 (\$3100) and maintains that rating until he has reverted to his operational office where he is promoted in normal manner.

f. In addition to the GS-5 trainees, there are on occasion other CIA civilian employees of higher rating who partake in jump training to further qualify them in their specialties.

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g. As this program expands, or changes status in reference to Army personnel assigned, civilian CIA instructors may be required on a full time hazardous duty pay status.

h. Statistically:

The number of GS-5 CIA civilian employees who have completed jump training to date and who have received no hazardous duty pay is.....

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The number of other CIA civilian employees who have completed this training to date, and who have received no hazardous duty pay is.....

The number of GS-5 CIA civilian employees now undergoing hazardous training is.....

The number of other CIA civilian employees now undergoing training is.....

The estimated number of GS-5 CIA civilian employees who will take this training, under present training plans and policy (FY52 and 53) is.....

(exclusive of above)

The estimated number of other CIA civilian employees who will take this training, under present training plans and policy (FY52 and 53) is.....

(exclusive of above)

The estimated number of CIA civilian instructors who may be required on a continuing hazardous duty pay under present training plans and policy (FY52 and 53) is.....

3. DISCUSSION

a. In view of the fact that hazardous occupations are recognized in the form of additional pay in other services of the government, individuals participating in the same type of instruction, under the same conditions and working within the same group are entitled to the same consideration.

b. The CIA civilian employee (the CIA civilian instructor excepted) will not be required to continue on a hazardous pay status. He may, in the fulfillment of a perilous and jeopardous mission, be required to use the knowledge gained under instruction. Therefore, the pay increase for this type of hazardous duty should be limited to a three-months' period, except for the instructors, commencing with the month in which he successfully completed that phase of his training.

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c. A GS-7 is entitled to the administrative benefits accruing to a 2nd Lieutenant. Lower ratings are in enlisted status. The approach to the hazardous pay problem for the GS-5 trainee would therefore be to grant him between \$50 to \$100 per month for three months. The GS-5 trainee does not, however, accrue all other advantages given to enlisted men of the services. Therefore, all CIA trainees, regardless of rating, should receive the full hazardous duty pay of \$100 per month for three months.

d. On the hypothesis of parity of duties performed, all who have completed this training should receive the hazardous duty pay retroactively.

e. The estimated cost of financing this project is:



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f. Assuming funds available, the hazardous duty pay increases for trainees could be accomplished by:

(1) Temporary promotions of three months' duration at an annual rate of increase of \$1200 per year, or

(2) A bulk payment of \$300 per trainee out of other funds, such as Confidential Funds, which are directly controlled by the DCI.

The administrative considerations of temporary promotions in all probability eliminate that method as being inefficient and inexpedient, particularly as not only are GS-5 ratings to be considered but others of higher category. Of the two solutions proposed, it is felt that solution (2) would be more acceptable administratively.

h. CONCLUSION

It is concluded that:

a. All CIA civilian trainees should receive extra pay (\$300) for hazardous duty for a period of three months upon successful completion of the course of training as prescribed by CIA.

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b. All CIA civilian instructors engaged in hazardous duty should be placed on a hazardous duty pay status on a basis comparable to that for which the military services are entitled to extra compensation by provisions of law.

5. RECOMMENDATIONS

a. That all CIA civilian trainees currently and in the future undertaking hazardous duty instruction under TRC be granted hazardous duty compensation at a rate of \$300 per trainee, upon successful completion of such courses of training as the Director, CIA may direct.

b. That all CIA civilian instructors engaged in hazardous duty be placed on a continuing hazardous duty pay status at a rate of \$100 per month, qualifying for such continuous pay in a manner identical with that prescribed by law for the military services.

c. That these amounts be paid from Confidential Funds available to the DCI.

d. That hazardous duty pay be similarly paid, retroactively, to individuals who have prior to the approval of this action successfully completed similar training, but not earlier than 2 October 1950.

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[REDACTED]
Assistant Director of Training (Covert)